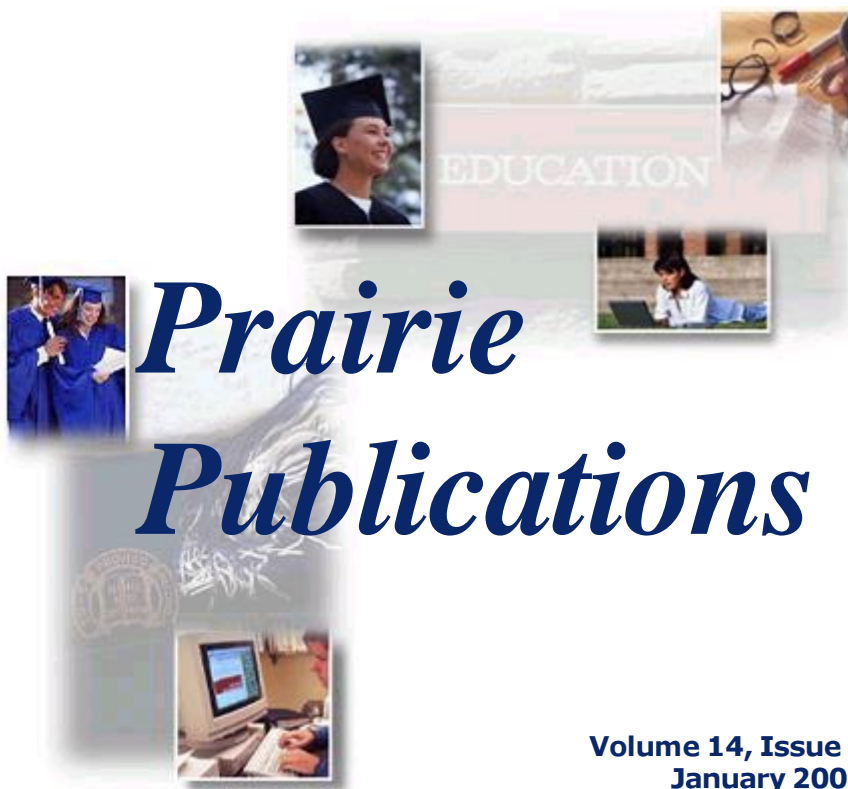


Inside This Issue

SLND-Guarantor Bulletin Update	2
Financial Aid Presentation Available at mystudentloanonline.com	2
On Your Mark, Get Set, Go!	3
BND Sponsors Promotional Poster for North Dakota <i>Dollars for Scholars</i> Awareness	4
Who's Coming and Going at SLND?	5
SLND Mailbag	5
SLND "All Star" of the Month	5
HECN - Student Information Systems Report	6
HECN Highlights	7



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Lenders Offer E-signatures for MPNs

Signing the Master Promissory Note (MPN) electronically through the Internet will probably sound scary to students; but it's reality. Wells Fargo has had this service available for a few months now. By the end of January, Bank of North Dakota, Capital Credit Union of Bismarck, and Union State Bank of Hazen will also have electronic signatures (e-signatures) available for borrowers.

Electronic signatures will allow customers to sign their MPN using a four-digit PIN number issued by the Department of Education (DOE). As students electronically enter their PIN number onto their MPN, we will access a DOE database where the PIN and other related information about the borrower will be verified. If a match occurs, the MPN is signed, stored, and the loan is ready for funding. Students will also be able to complete missing MPN information, if any, online prior to signing.

Students can access and sign their MPN online by visiting mystudentloanonline.com for Bank of North Dakota, Capital Credit Union, or Union State Bank loans or wellsfargo.com for Wells Fargo loans.

SLND recommends e-signatures as a topic at financial aid sessions this winter. If you have any questions, please contact me at 1-800-472-2166 ext. 5654 or werhardt@state.nd.us.

Wally Erhardt, Associate Director
SLND-Guarantor



All of us at SLND wish you and yours a Happy New Year!

SLND-Guarantor Bulletin Update

SLND-Guarantor Bulletin #5-01 was issued December 12, 2001. The new bulletin included the following topics:

- 1) For purposes of the lenders quarterly submission of the 799 report, the average bond equivalent rate of the 91-day Treasury Bills auctioned during the quarter ending September 30, 2001 is **3.25%**. In addition, the 3-month commercial paper rate for the quarter ending September 30, 2001 is **3.41%**.
- 2) *Common Manual* updates from batch 85 and 86 *Common Manual* policy changes include:
 - clarification on Satisfactory Academic Progress requirements
 - interest penalties for death claims filed late
 - school program reviews to include NSLDS data
 - lender flexibility in making disbursements when borrowers file for bankruptcy
 - requirements for schools to return unearned FFEL
 - recalling bankruptcy claims when bankruptcy cases are dismissed
 - clarification that lenders are not required to repurchase loans when default claims were paid prior to bankruptcy petition date

Please contact Holly at 1-800-472-2166 ext. 5751 or e-mail hschirad@state.nd.us for a copy of this issue.

Holly Schirado, New Loans Supervisor
SLND-Guarantor

Financial Aid Presentation Available at mystudentloanonline.com

The 2002 financial aid PowerPoint presentation has been revised and can now be downloaded from SLND's Web site, mystudentloanonline.com. This presentation contains valuable information about the 2002-03 FAFSA, PIN, financial aid process, and types of financial aid. To access and/or download the presentation:

- 1) Go to mystudentloanonline.com and click on the link "FAFSA and Financial Aid Presentation" found under the "Highlights" section on the right side of the page.
- 2) Follow the instructions on the "Financial Aid Presentation" page.

For those who do not have Microsoft PowerPoint or Internet access, but would like to use the presentation for financial aid sessions or class presentations, there is a financial aid presentation kit available from College Information Service (CIS). This kit contains transparencies of the presentation, including speaker notes. Please contact CIS at 1-800-554-2717 to request one. Due to the large number of requests, we do ask that you return the transparencies to us after using them.

Tammy Carlson, Coordinator
College Information Service/Program Development

Prairie Publications

ATTN: Program Development
Student Loans of North Dakota
PO Box 5524
Bismarck, ND 58506-5524

Available online at
mystudentloanonline.com

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Prairie Publications

By Student Loans of North Dakota is a newsletter circulated to lenders, college financial aid and admissions personnel, high school guidance counselors, other guaranty agencies, and individuals needing information about student loans. **All articles are of the writer's opinion and should not be construed as Student Loans of North Dakota policy unless so stated.**

On Your Mark, Get Set, Go!

Planning to go to college is a big enough decision and bigger yet is “*How am I going to pay for my education?*” In December, January, and February, North Dakota college financial aid staff are conducting financial aid sessions throughout the state to better inform students and parents on what exactly is the road to financial aid success! These professionals have shared some of their top pointers for this issue of *Prairie Publications*. Also, you can find a great link on mystudentloanonline.com which will take you to the FAFSA Web site.

- Financial aid begins with completing the Free Application for Financial Aid (FAFSA).
- Filing online is much quicker (and easier).
- You need to get a PIN for online filing at www.pin.ed.gov. This is an electronic signature or e-signature.
- Paper FAFSAs are available at your high school, public library and College Information Service.
- For 2002-2003, apply as soon after January 1, 2002, as possible (any earlier and it will be rejected and you'll have to reapply).
- Eligibility is determined for one award year at a time (the school does the awarding).
- Dependent students must report both their and parents' financial information (have 2001 tax returns completed, but not sent in).
- Make sure that separate social security numbers are available (student and parent).
- If your financial information changes after you have submitted the FAFSA, you are able to go online and enter new data.

After your information is completed and submitted, the U.S. Department of Education will send you a Student Aid Report (SAR) which provides the amount of your financial aid award(s). The colleges that have been listed on the FAFSA will also receive this information and will determine the amount of your financial aid based on this report. If you have any questions, contact the financial aid office of the school which you will attend.

Thank you to our dedicated North Dakota financial aid directors and staff for their input! We know they are looking forward to having many successful students on their campuses.

Linda Albery, Supervisor
College Information Service/Program Development

*“Smile every time you greet customers in person **and** every time you answer the phone. Remember, **you can hear smiles** as well as see them. And smiling whenever you pick up the phone will keep you positive and upbeat.
Try it...it really works!”*



BND Sponsors Promotional Poster for North Dakota *Dollars for Scholars* Awareness

Bank of North Dakota is sponsoring a new promotional poster for North Dakota *Dollars for Scholars*. The poster will begin to appear around the state in January and features the names of each chapter in North Dakota and their scholarship recipients for 2001.

There are 58 chapters serving 113 communities in North Dakota (see list of chapters below). Last year, chapters raised over \$1.3 million. Chapters raise local dollars to benefit local students and most build local endowment funds. A total of \$737,000 was received from North Dakota students' tuition at North Dakota institutions, and that number is expected to increase each year with support from the new state office.

North Dakota *Dollars for Scholars* helps communities to organize local chapters, trains and supports existing chapters, promotes the growth of national programs in North Dakota, such as the Collegiate Partner program which establishes relationships with post-secondary institutions across the state. The state office will also work to form partnerships with individuals and businesses like Bank of North Dakota who believe in the organization and wish to promote its growth.

At the national level, *Dollars for Scholars* operates in 39 states; is part of the largest private scholarship foundation in the United States; and has been ranked as one of the top charities in the United States by *Smart Money* magazine for four years in a row. For more information, call the state office at 1-888-592-8540 or visit www.nddfs.org/.

Deb Gebeke, Executive Director



North Dakota Chapters

Aneta	Grand Forks	Mott
Beach	Halliday	Napoleon
Belfield	Hankinson	New Salem
Beulah	Hatton	New Twon
Bowman	Hazleton	Northwood
Buffalo	Hazen	Page
Carrington	Hebron	Regent
Casselton	Hillsboro	Rogers
Cavalier	Hunter	Steele
Center	Jamestown	Tioga
Crosby	Killdeer	Turtle Lake
Dickinson	Kindred	Velva
Edgeley	Kulm	Wahpeton
Elgin	LaMoure	Washburn
Ellendale	Lakota	Watford City
Enderlin	Lisbon	West Fargo
Fargo	Mayville	Wilton
Garrison	Milnor	Wishek
Glen Ullin	Minot	Wyndmere

SLND “All Star” of the Month

Karen Keller was chosen as SLND’s “All Star” of the Month for December.

Karen was hired in March 1990 as a Clerk for SLND’s Loan Servicing collection area. In June 1995, Karen transferred to her current position as Administrative Assistant III for the director of SLND.

Karen is an “All Star”. Her always cheerful disposition and sunny smile brighten the day! She is ready with an eager helping hand when anyone needs it and happily shares her expertise. Karen is a dedicated SLND employee and an enjoyable coworker and is well deserving of this honor. *Congratulations!*



Who’s Coming and Going at SLND?

Tanya Olson has transferred from her position as Receptionist to Collection Officer I for SLND-Loan Servicing.

Trevor (Trev) Hendrickson has joined SLND’s College Information Service/Program Development team. Trev, a sophomore at Bismarck High School, is in the COE program and will be learning marketing/public relations and business.

Ken Johnson, Collection Officer I for SLND-Loan Servicing, has left his position to work as a Collection Officer for the ND State Tax Department.

Judith Hammer, Kelly Services, has joined SLND-Loan Servicing as a part-time receptionist.

Wanda Thesing, Fed Funds Technician for BND’s Investment Department, is assisting part-time as a receptionist for SLND-Loan Servicing.

SLND Mailbag



“Thanks to everyone at Bank of North Dakota. I use the computer every day with my school work. Sorry I’m so behind with a “thank you” and picture, but I also played football at Thief River Falls Technical School...so lots of practice and games. Now back full bore with my classes! Thank you again. The computer really helps me a lot and I’m so happy I won it! What a great start to a freshman school year!”

Aaron Restad

(Aaron Restad, Langdon, North Dakota, submitted the winning entry for an iMac computer from the giveaway contest sponsored by Bank of North Dakota. Approximately 25,000 high school seniors in North and South Dakota received the *Life 101* publication containing the contest entry form. The *Life 101* publication educates high school seniors with many articles regarding money matters.)



Aaron Restad - Langdon, ND
iMac Winner from *Life 101*

HECN - Student Information Systems Report

There have been some questions coming through the office lately concerning the use of various system reports. It isn't always easy to reach me at work as there are lots of meetings to attend and when you do reach me, the answer or answers you receive are not always the ones you want to hear. But in this message I'd just like to encourage you once again to ask when you have a question. If I don't know the answer, I'll try to have a programmer check into the program and get the answer you need. Or if I know what the program or screen does, I'll try to explain it as well as I can. Often, when these questions come in, I learn something that can be helpful the next time the question comes up.

But I need to emphasize to you that some of the questions that you need to have answered are complex and the answer isn't just sitting on a shelf in a book or a reference manual. Sometimes, the programmers need to open the program, read through the complex code that has put the program together, and attempt to find out how the program works. This is difficult for programmers when they weren't the ones writing the programs in the first place; and now, most of the programmers who were doing the writing of the programs years ago are gone and others are doing the reading of the complex code to find out how the program works.

Also, the programmers who wrote the initial code often had long hours of discussion with staff from registrars' or admissions' offices to determine the process that was being computerized. The programmers we have now are new to the registrar and admission professions and do not always understand what we try to tell them in the same way that we do. So the communication has to be very clear and concise to make sure that the questions are clear to the people looking for answers. That is part of what I'm supposed to do and I try to do that. But I don't always know if I've been understood in the way I meant to be understood. Therefore, sometimes we can get different answers to a question when it is asked "a few months later".

Hopefully you will understand what we go through in a little better way through this brief description of how we "find" some of the answers to your questions. Please ask. I'm not discouraging that. But please be understanding and ask again if you aren't satisfied with the answer you receive. It's a complex process to go through a complex program to find answers to some of your more complex questions.

Thanks for listening. Hope your new year is going well.

If you have questions or concerns, please feel free to contact me at 701-777-5031 or use my e-mail address which is charles_fjeld@mail.und.nodak.edu.

Charles Fjeld
NDUS, HECN-SIS, Grand Forks, ND

HECN Highlights

With a new semester, there often comes questions about loans and Pell. Therefore, we decided to submit some hints that may be helpful to you in troubleshooting some possible problems.

Loan Hints

When you have a problem with a loan, look at the following sequences:

- FR40 or FR84
- AR86
- ET02
- AR65
- AP77
- Be sure to check the Admissions classification and new student enrollment on AM15. Then check to see if on ET110 that any students have been excluded based on either of these two choices.

Full year loans done in the spring with an AY loan period will enter on ET01 as fall:

- TO FIX: Go on ET01 and change term 1 to term 3. When ET110 is run for spring they will get picked up.

Loan is in and you've reduced the amount:

- Close ET record, return funds, and request the correct amount to be resent.

Unsub loans are in and the amount on the application and the loan don't match:

- FT10 - Turn application indicator off
- Change the award on FI84
- FT10 - Turn application indicator to Yes

FI826 is used to split certain lenders between SLND and EAC (Wells Fargo and US Bank) and looks at the following:

- If the student is a SD resident with a prior SLND loan – sends to SLND
- Student is a SD resident with no prior loan – sends to EAC
- Not a SD resident and no prior loan – SLND
- Not a SD resident and prior SLND loan – SLND
- EAC is the default for SD residents and SLND for all others

JCLFI342, 344, 345

Loan Application Transmittals

- 1) JCLFI826 - Lender Split Program MUST be run prior to 342, 344, 345
- 2) UNDFI352 - MUST be run prior to running the sequence
- 3) Address selection:
 - 1st position is HOME
 - 2nd position is PARENT
 - 3rd position is LOCAL
 - If you want Local, Home, Parent – enter 231

Continued on Page 8

HECN Highlights - Continued from Page 7

4) Expected Disbursement Dates

- System uses Term-Start-Date on DC50 to do calculations
- Expected Disbursement Dates are entered two ways: 1) Manually on FI84, or 2) Electronic Loan Transmittal (FI342, 344, 345)
- Delay of checks for the first-time, first-year borrowers can be entered on parm card for FI342, 344, or 345

Pell Hints*How do we correctly do less than half-time Pells?*

Pell costs, by regulation, must be equal to the cost of attendance for a full-time student even if the student is not full-time.

Procedure:

- Enter the ISIR by batch or manually
- Budget the student by batch or manually
- If less than full-time, enter the full-time Pell costs on FI65 via OPTION 2
- Run batch Pell (FI315)

NOTE: If you go in via option 3, this will package the students Pell and prevent batch Pell or batch awarding from happening for this student.

Award Letter Hints

- If an award letter prints for a student and no awards print on the letter, be sure to verify that the student actually has awards. If so, consult the analysts as to whether the student has two NAID numbers on file or multiple award files.
- If the award letter prints and no awards appear, check the parameter card. There are two FY's on the P2 parameter card. Make sure it's the same as the first year. This may tend to happen when both AY and summer are running.

Hope these are helpful hints. Have a great January!

As usual, if you have any questions, please give us a call. You can reach Tricia at 701-777-3590 or e-mail tricia_campbell@mail.und.nodak.edu or Paula at 701-777-3401 or e-mail Paula_Kurtz@mail.und.nodak.edu.

*Tricia Campbell & Paula Kurtz - Business Analysts
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